

ATTACHMENT F: Sample Critical Incident From

Critical Incident Form

Please use this page to describe *critical incidents* that typically occur during a work year that did not transpire during (*name the data collection technique, i.e. - completion of the job diary, the job audit, or the work observation*). A *critical incident* is an activity that is fundamental to the job and cannot be delegated to others. Additionally, a *critical incident* is an activity in which improper/incomplete performance results in delays, costs, and/or health/safety concerns to the department/division/work unit.

Activity	Time Spent (in hours)

Activity	Time Spent (in hours)

Activity	Time Spent (in hours)

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